

Outreach Committee
October 7, 2009
Minutes

Attendance: David Davis, Beri Kravitz, Donna Vincentroa, Jake Marren

The meeting commenced at 7:30 p.m. in the Mayor's office.

The following topics were discussed as preliminary matters.

1. Outreach committee members reviewed items purchased for the committee. These items will reside at 30 Courthouse Square.
 - a. Other purchasing issues were discussed including paperweights and a watershed model. David Davis volunteered to get a price quote on a watershed model.
2. Badges. OC discussed creating badges for commission members to wear at events. These will likely just be printed on cardstock and worn in plastic badge holders. This issue was tabled for further discussion.
3. Discussed best way to obtain services from the PIO, will liaison through Jake for the time being. Will work with other government divisions to streamline OC interactions with City Government and help promote the environment commission.

Following discussion, the OC began to edit and design panels for their display.

A mock up of the design created during the meeting will be circulated via email for further review.

During design, a few issues discussed:

1. OC will look into the possibility of finding a graphic designer to do the display pro bono. Donna will lead on this search. Need to see if the display can acknowledge the designer or does this conflict city policy.
2. Need to try to design "templates" for the energy and watershed groups to help them create their panels.
3. Group will gather photos for the display on two flicker accounts, one for public photos and one for copyrighted photos.

Action Items:

1. Jake will find home at 30 Ct. Sq. for the OC's supplies and ask Audra Lew about a photo of a rainbarrel/garden. Will Email a scanned image of the new layout design.
2. David Davis will get a price quote on the watershed model.
3. Donna will create flicker accounts, all members will email photos to the account as the find them.

Meeting was adjourned at 9:10 pm.